

SUMMARY OF THE NATIONAL DATABASE COMMITTEE MEETING NOVEMBER 2, 2000

The National Database Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met on Thursday, November 2, 2000, at 12:30 p.m. Pacific Standard Time (PST) as part of the Sixth NELAC Interim Meeting in Las Vegas, NV. The meeting was led by its chair, Mr. Matthew Caruso of the New York State Department of Health. A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to provide an update on database development.*

INTRODUCTION

Mr. Caruso began the meeting with committee introductions and reviewed the meeting ground rules. He then introduced Mr. Matt McCabe of Technology Planning and Management Corporation, who is contracted by the U.S. Environmental Protection Agency (EPA) to develop the national database.

DATABASE PRESENTATION

Mr. McCabe distributed copies of the presentation to participants (see Attachment C). He then reviewed the current status of the National Environmental Laboratory Accreditation Program (NELAP) National Database and outlined the application's capabilities.

The developers are in final stages of formal testing process as part of Phase III (Development, Testing, and Deployment). He said that database development should be done by the end of December, 2000, and the database will be moved to EPA's development server. They have a preliminary layout of the flat files, but will wait for the user acceptance testing to be completed before releasing the final format of the flat files.

Mr. McCabe said that the database does allow for tracking fields of testing and reciprocity. However, the database will only tell you whether or not a laboratory is accredited. There is no "good, better, or best" laboratory.

A participant asked whether the testing phase would include real world testing using data from accrediting authorities. He said that this is the goal of the user acceptance testing.

Another participant asked about uniform method codes, suggesting that the national database might be a good place to store these. The fields of testing are currently stored by program-method-analyte in the database and said that bulk data upload should simplify the data entry process. The participant responded that somebody still has to type in the information to begin with and insisted that a simple pre-determined code would be much easier. The presenter said that the database is designed using the specifications given to him. It can be modified in future enhancements to add a method code.

Committee members agreed that adding method code is a good idea. One member suggested that they use the tables developed by Dr. Carl Kircher. Another participant suggested coming up with a simple table, because he did not think all accrediting authorities would ever agree on one system. He suggested using a synonym table so that it will accommodate whatever the accrediting authorities report. Mr. McCabe said that this would involve developing a spell-checker and said that a better option might be for the accrediting authorities to have translation tables to submit their data in the designated format.

A participant asked whether the committee had considered use of Chemical Abstracts Service (CAS) numbers instead of using analyte names. Mr. Caruso said that there are not CAS numbers for everything. Ms. Nancy Wentworth then said that EPA is developing a uniform list of analytes, using CAS numbers, as part of the facility registry program. They have also paid the Chemical Abstracts Service to add numbers where they were missing. She said that the list is very close to being released.

Another participant commented that the Proficiency Testing (PT) Committee is developing method codes and has already developed analyte codes. She suggested that they wait for this to be complete, and to use the PT Committee's lists.

A participant voiced a preference for "pick lists" so that whatever the current list of analytes for a particular method would always be available. If additional analytes are added to the method, they would be included in the list.

A state representative asked whether they could obtain a list of fields for the demographic data, so that they can determine whether they are collecting the necessary information. Ms. Jeanne Hankins said that she would like to get that information to NELAC stakeholders as soon as possible. They have had some delays. Mr. McCabe said that hopefully within the next few weeks, as soon as user acceptance testing is complete, they will be able to disseminate the draft flat file format.

A participant asked whether the database would contain historical data, rather than just the effective date. Mr. McCabe responded that the database does not currently have the capability for historical data. Mr. Caruso said that the primary accrediting authority would have historical data. The participant said that is not acceptable for a regulatory agency. Mr. Caruso said that this is an EPA decision.

Ms. Wentworth said that the system design is limited by the money that is available. Changes to the structure will have to be made as future enhancements to the system. She asked that participants try to be practical. NELAC needs to make some decisions on things. Agency conventions will have to take precedence for naming conventions. There will be archiving and record keeping. This is intended to be a current system, to let people know who is accredited at this time. It is the accrediting authorities' responsibility to keep track of historical data. Changes to the national database will take at least six months to implement and must adhere to the agency's security and data protocols. Ms. Wentworth said that this is not negotiable.

**ACTION ITEMS
NATIONAL DATABASE COMMITTEE MEETING
NOVEMBER 2, 2000**

Item No.	Action	Date to be Completed
1.	No action items assigned.	

**PARTICIPANTS
NATIONAL DATABASE COMMITTEE MEETING
NOVEMBER 2, 2000**

Name	Affiliation	Address
Caruso, Matthew Chair	NY State Dept. of Health	T: (518)485-5570 F: (518)485-5568 E: caruso@wadsworth.org
Arms, Stephen	Florida Department of Health, Water Certification	T: (904)791-1502 F: (904)791-1591 E: steve_arms@doh.state.fl.us
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Flowers, Jefferson	Flowers Chemical Laboratories, Inc.	T: (407)339-5984 F: (407)260-6110 E: jeff@flowerslabs.com
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Maxfield, Robert	USEPA/Region 1	T: (781)860-4640 F: (781)860-4397 E: maxfield.robert@epamail.epa.gov
Tupy, Allen	MN Dept. of Health, Lab Support Services	T: (612)676-5680 F: (612)676-5514 E: allen.tupy@health.state.mn.us
Worthington, Jeffrey	USEPA ORD NCERQA QA Div. (8724R)	T: (202)564-5174 F: (202)565-2441 E: Worthington.Jeffrey@epa.gov
Lloyd, Jenny (Contractor Support)	Research Triangle Institute	T: (919)541-5942 F: (919)541-8830 E: jml@rti.org

NELAP NATIONAL DATABASE PRESENTATION:
STATUS OF DEVELOPMENT ACTIVITIES

The National Environmental Laboratory Accreditation Program National Database

Status of Development Activities

NELAC Sixth Interim Meeting

Las Vegas, NV

November 2, 2000

Technology Planning & Management Corporation
Specialists in Technology Management

Database Purpose

The NELAP National Database is a centralized information store that will allow NELAC, its partners, and the general public to retrieve accurate and current information about the participating organizations, including recognized accrediting authorities, third party assessors, and accredited laboratories.

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1

November 2, 2000

Project Scope

Phase I

Requirements Analysis

- > Functional requirements
- > Technical requirements
- > High-level database design
- > Accepted by USEPA in Fall 1998

Phase II

Design

- > Functional process analysis
- > Logical design
- > System model
- > Data standards
- > Accepted by USEPA in Summer 1999

Phase III

Development, Testing and Deployment

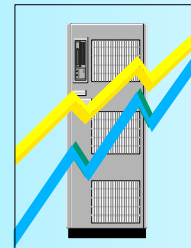
- > Database and application production and programming
- > Preliminary Design Review
- > Migration to EPA development server
- > User Acceptance Testing

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2

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Application Characteristics



- > Oracle Database
- > Web-enabled
- > Bulk data uploads
- > Management reports
- > Electronic change notification
- > EPA operated and maintained

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3

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Application Capabilities



- Recognized Accrediting Authorities (including associated reciprocity)
- Accredited Laboratories (including Fields of Testing)
- Third Party Assessors
- Administration of the Accrediting Authority Recognition Process

Application Users



- EPA Users
- Accrediting Authorities
- Public

Screen: Report Parameter Form

Screen: List of States LOV

- List of Values (LOV) box
- Query acceptable values

Screen: Laboratory Report

[illegible]

Screen: Laboratory Details Report

 NELAP National Environmental Laboratory Accreditation Council Environmental Testing Laboratories Details Report						
IRCC# ML05 UD000042 12HR						
Lab Name: CIS Supply Ware	Address: PO BOX 423	Province: Saskatchewan	City: C. Lemore	State: Saskatchewan	ZIP: S7N 2K9	Phone: 306-233-4700
Lab Address: CIS Supply Ware	Address: PO BOX 423	Province: Saskatchewan	City: C. Lemore	State: Saskatchewan	ZIP: S7N 2K9	Phone: 306-233-4700
Shipping Address: CIS Supply Ware	Address: PO BOX 423	Province: Saskatchewan	City: C. Lemore	State: Saskatchewan	ZIP: S7N 2K9	Phone: 306-233-4700
Telephone: 306-233-4700	FAX: 306-233-4668	E-mail: info@cislab.ca	URL: www.cislab.ca			
Comments:						

Screen: Laboratory Contacts Report

<div>  </div>							
Environmental Testing Laboratories Contact Report							
NECIR MSLS 100190504	1045						
Primary Point of Contact:	Last Name	E-mail	Phone	Fax	Pager	Fax	Fax
11 Military Base St		Mike.ave@nrc.com	(303) 442-4617	(303) 423-4658		(303) 423-4658	(303) 423-4658
Technical Services Dept.							
Attn: Jimmie Smith	Technical Support	Mike.ave@nrc.com	(303) 442-4617	(303) 423-4658		(303) 423-4658	(303) 423-4658
Additional Services Offered:							
11. Phase 2 only	QA Officer	F.jag@nrc.com	(303) 442-4617	(303) 423-4658	(303) 423-4658	(303) 423-4658	(303) 423-4658
Lab Code:	TS						
Lab Name:		Mike.ave@nrc.com					

Screen: Lab Business Hours Report

NEELAC National Environmental Laboratory Accreditation Council		
Environmental Testing Laboratories Business Hours Report		
BIRCHMOUNT LABORATORY - 12045		
Day	Start Time	End Time
Sunday	8:00 AM	5:00 PM
Monday	8:00 AM	5:00 PM
Tuesday	8:00 AM	5:00 PM
Wednesday	8:00 AM	5:00 PM
Thursday	8:00 AM	5:00 PM
Friday	8:00 AM	5:00 PM
Saturday	8:00 AM	12:00 PM

Screen: Laboratory FOT Report

Program Name	Method Name	Analyte Name	Effective Date
Clean Air Act	505.02	Ozone (ambient)	10/2000
Clean Water Act	401.001, 401.002	1,1,1,2-Tetrachloroethane	10/2000
Clean Drinking Water Act	401.001, 401.002	1,1,1,2-Tetrachloroethane	10/2000

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12

November 2, 2000

Screen: Create Laboratory

General Information on Environmental Testing Laboratories

Name: _____ Address: _____ Phone: _____

Time Zone: [] City/State: [] State: []

Address1: _____
Address2: _____
Address3: _____
City: _____ State: _____ Zip: _____

Buttons: [Create Lab] [Success Info] [Add Account Lab]

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13

November 2, 2000

Screen: Laboratory Contacts

Primary Point of Contact: _____
Technical Director Information: _____
Quality Assurance Officer: _____
Lab Owner: _____

Primary Point of Contact: _____
Prefix: [] First Name: _____ MI: [] Last Name: _____ Suffix: []
Title: _____ Email: _____
Office Tele: _____ Mobile Tele: _____ Pager: _____ Fax Tele: _____

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14

November 2, 2000

Screen: Laboratory Business Hours

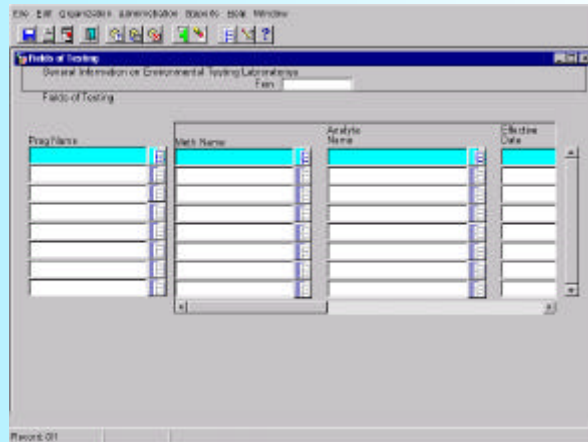
Day	Start Time	End Time
1		
2		
3		
4		
5		
6		
7		

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15

November 2, 2000

Screen: Laboratory Fields of Testing



Project Activities

ON GOING

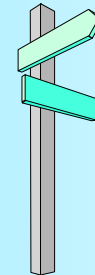
- Database and Application Development
- Data Upload Specifications
- Testing and Operational Refinement

NEAR TERM

- Deployment and Implementation
- User Acceptance Testing

FUTURE

- Enhancement



Currently...

- ✓ Major module production and programming
- ✓ Preliminary Design Review
- ✓ Final integration of components
- ✓ Formal testing
- Deployment to EPA development environment
- User Acceptance Testing
- Final refinement
- Deployment to EPA production environment